

# Procurement Works

A Newsletter from the Maryland Department of Health (MDH)  
Office of Procurement and Support Services (OPASS)  
July 2018

## Shared Service Procurements

Please be mindful of potential opportunities for Shared Service Procurements, namely, solicitations that may be conducive to being expanded to accommodate the needs of more than a single program or facility. OPASS is presently attempting such procurements for psychiatrists and laboratory services, but there are many other needs that are shared. When you contemplate acquisition of goods or services that may be common to multiple users, let's try to join forces, secure economy of scale, and work more efficiently when possible by eliminating multiple solicitations and conducting a single procurement to fulfill common needs.



## Inter-Agency Agreements *Conversion to Procurements*

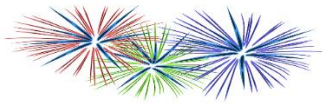
MDH is under scrutiny by the Department of Budget & Management (DBM) and the Office of Legislative Audits (OLA) for historic use of Inter-Agency Agreements (IAs) which have been deemed excessive, particularly when they have been used merely to supply MDH with staff who are not classified as State employees but are nonetheless supervised by MDH personnel. Some IAs of this sort have been allowed to continue temporarily, while reducing reliance on such staff by attrition rather than layoffs. At this time, program supervisors should be well into the process of evaluating whether some IAs are appropriate for conversion to competitive procurement. That means that statements like the Scope of Work previously contained in an IA should be transferred onto an RFP template and sent to OPASS Assignments online. This action will initiate a procurement, which later may be cancelled if it proves to be less advantageous than sticking with an IA instead of retaining private sector services, but MDH will at least have performed due diligence in market testing and making price comparisons.

## Negotiate Favorable Pricing

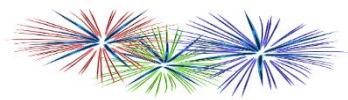
Remember that when undertaking emergency procurements, competition is still required, if possible. See COMAR 21.05.06.02(C). And for sole source procurements, the procurement officer conducting the procurement is required to negotiate pricing. See COMAR 21.05.05.03

## Training Announcement

OPASS offers a variety of procurement training programs which are advertised by e-mail to the OPASS Announcement Group as well as the video monitors at MDH HQ. You can sign-up for those training programs thru the HUB. For registration assistance, contact: Naisadh [Nick] Desai at [Naishadh.desai@maryland.gov](mailto:Naishadh.desai@maryland.gov).



***Happy 4<sup>th</sup> of July!***



Congratulations to Lauren Dennstaedt for her well-deserved recognition at the 2018 MDH Employee Recognition Event for outstanding achievement and performance excellence. Lauren specializes in Inter-Agency Agreements as well as managing the OPASS Contract Tracking System (CTS) used to monitor progress in procurements and IAs.

## **BI-ANNUAL PROCUREMENT MEETING**

**300 W. Preston Street - Auditorium**

***Tuesday, July 10, 2018 - 9:30 AM TO 11:30 AM***

**Featured speaker**

**DGS Senior Procurement Executive Bob Gleason**